



## NOTICE OF SOLICITATION

**SERIAL 06101-S**

**INVITATION FOR BID FOR: UNIFORM/CLOTHING RENTAL (NIGP CODE 98386)**

Notice is hereby given sealed bids will be received by the Materials Management Department, Materials Management Center, 320 West Lincoln Street, Phoenix, Arizona 85003-2494, until 2:00 P.M./M.S.T. on **NOVEMBER 07, 2006** for the furnishing of the following for Maricopa County bids will be opened by the Materials Management Director (or designated representative) at an open, public meeting at the above time and place.

All bids must be signed, sealed and addressed to the Materials Management Department, Materials Management Center, 320 West Lincoln Street, Phoenix, Arizona 85003-2494, and marked **"SERIAL 06101-S INVITATION FOR BID FOR UNIFORM/CLOTHING RENTAL (NIGP CODE 98386)."**

The Maricopa County Procurement Code ("The Code") governs this procurement and is incorporated by this reference. Any protest concerning this Invitation for Bid must be filed with the Procurement Officer in accordance with Section MC1-905 of the Code.

**ALL ADMINISTRATIVE INFORMATION CONCERNING THIS INVITATION FOR BID AND THE CONTRACTUAL TERMS AND CONDITIONS CAN BE LOCATED AT <http://www.maricopa.gov/materials>. ANY ADDENDA TO THIS INVITATION FOR BID WILL BE POSTED ON THE MARICOPA COUNTY MATERIALS MANAGEMENT WEB SITE UNDER THE SOLICITATION SERIAL NUMBER.**

**BID ENVELOPES WITH INSUFFICIENT POSTAGE WILL NOT BE ACCEPTED BY THE MARICOPA COUNTY MATERIALS MANAGEMENT CENTER**

**DIRECT ALL INQUIRIES TO:**

Andrea Stupka  
PROCUREMENT OFFICER  
TELEPHONE: (602) 506-3504

**NOTE: MARICOPA COUNTY PUBLISHES ITS SOLICITATIONS ONLINE AND THEY ARE AVAILABLE FOR VIEWING AND/OR DOWNLOADING AT THE FOLLOWING INTERNET ADDRESS:**

**<http://www.maricopa.gov/materials/advbd/advbd.asp>**

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**NO RESPONSE**

Respondents not responding to this Invitation for Bid are asked to complete this document and return it to Maricopa County Materials Management Department, 320 W. Lincoln St., Phoenix, AZ 85003-2494 or fax to 602/258-1573.

**MARK OUTSIDE ENVELOPE "SERIAL 06101 -S"**

Responses must be received **BY 2:00 P.M., NOVEMBER 07, 2006**. Respondents failing to submit a bid, or this document, may be subject to removal from the Maricopa County Materials Management Contractor List.

**SERIAL 06101-S**

**TITLE: UNIFORM/CLOTHING RENTAL (NIGP CODE 98386)**

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CONTRACTOR NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE: \_\_\_\_\_ CONTACT: \_\_\_\_\_

REASON FOR NOT SUBMITTING A BID:

- \_\_\_\_\_ Insufficient time
- \_\_\_\_\_ Do not handle product/service
- \_\_\_\_\_ Other: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**IMPORTANT**

**PLEASE READ BEFORE SUBMITTING YOUR BID**

**M/WSBE CONTRACT PARTICIPATION**

For this Contract a combined M/WSBE goal of 0% involvement is established for Minority/Women-Owned Small Business Enterprises (M/WSBE). This goal may be attained singularly or by any combination thereof to create the overall designated percentage involvement goal. Instructions and required forms are included in the Minority/Women-Owned Small Business Enterprise Program Contracting Requirements section. The Maricopa County Minority and Women-Owned Small Business Enterprise Program, revised June 14, 2000, is incorporated by reference

The Materials Management Department of Maricopa County will endeavor to ensure in every possible way that Minority and Women-owned Small Business firms shall have every opportunity to participate in providing professional services, materials, and contractual services to the Materials Management Department of Maricopa County without being discriminated against on the grounds of race, religion, sex, age or national origin. The Maricopa County Minority Business Program, effective January 1, 1992, is incorporated by reference.

**INVITATION FOR BID FOR: UNIFORM/CLOTHING RENTAL (NIGP CODE 98386)**

**1.0 INTENT:**

The intent of this Invitation for Bid (IFB) is to establish a contract for uniform rental of approximately 60 employees and other rental products for Maricopa County departments.

**2.0 SPECIFICATIONS:**

**2.1 TECHNICAL REQUIREMENTS:**

2.1.1 The uniforms shall be strong, durable to withstand heavy soiled environments such as road oil / asphalt, paint, concrete products, motor oil, transmission fluid, grease, fuel and other products / chemicals as required for the job.

2.1.2 The uniforms may vary in color, material, and sleeve length. Bidders shall provide the largest sizes available.

2.1.3 All uniforms shall be available in men's and women's sizes.

2.1.4 The list of items below may not be for all agencies.

**2.1.4.1 INDUSTRIAL SHIRT:**

Shirts shall have soil release finish, six (6) buttons and be button front and buttons shall match with the color of shirt, buttons through chest pockets (no chest pocket flaps), button front with stitched down facing, pencil stall in left chest pocket, long or short sleeves option, convertible collar with stays, fabric available in 100% cotton or 65% cotton 35% polyester blend, sizes available tall / long.

**2.1.4.2 FLAME RESISTANT SHIRT:**

Shirts to be flame resistant, sewn with NOMEX thread, six (6) buttons and be button front two-piece lined collar, chest pockets with button close flaps, pencil stall in left pocket, cuffs with button closure. Fabric shall be INDURA FR 100% COTTON TWILL.

**2.1.4.3 EXECUTIVE SHIRTS:**

Shirts shall have six (6) buttons and be button front, button down collar, left chest pocket, long or short sleeve option, fabric 60% cotton 40% polyester cloth or bidder to provide other options. Color shall vary.

**2.1.4.4 POLO-SHIRTS:**

Short sleeve two-tone polo shirt soil release finish, three button placket with matching buttons, contrasting collar, inner placket and cuffs, even hem button or short sleeve solid polo. Fabric of 50% polyester / 50% cotton pique or 60% cotton 40% poly pique knit with or without pocket.

**2.1.4.5 T-SHIRTS:**

Heavy-duty preshrunk 100% cotton T-shirts. Detailed with double-needle stitching, seamless collar and hemmed shirttail, a variety of colors available.

**2.1.4.6 INDUSTRIAL PANTS:**

Pants plain front, slack style front pockets, set-in hip pocket (left with button closure), and ratcheting zipper with button closure. Fabric available in wrinkle resistant 100% preshrunk cotton or 65% polyester 35% cotton twill.

**2.1.4.7 EXECUTIVE PANTS:**

Slack style front, straight leg styling, pockets, two set-up hip pockets, hook and eye waist closure, fabric of 100% texturized polyester.

**2.1.4.8 SHORTS:**

Plain front or double pleated front, slack style front pockets, set-in hip pockets, zip front with button closure, fabric of 65% polyester 35% cotton twill.

**2.1.4.9 COVERALLS:**

A one piece action back, no stick zipper, two-way zipper front, two front pockets, two patch hip pockets, two chest pockets (no flaps), elastic waist inserts. Fabric available in 65% polyester 35% cotton or 65% polyester 35% cotton twill insulated.

**2.1.4.10 JACKETS / VEST LINERS:**

Jackets shall have a permanent quilted lining for added warmth, zip front, tricep pencil pocket, and rib knit collar cuffs, a choice for rib knit or hip length waistband or a quilted vest holofil insulation or five layer 4" vertical quilted shell, zip front, side elastic inserts, tricep pencil pocket, roomy hand warmer pockets with ribbed knit collar. Fabric of 65% polyester 35% cotton twill

**2.1.4.11 COUNTY 4" EMBLEM:**

County departments may request to have the County's 4" emblem be sewn on the shirts left side front or on the left side shirt pocket at no cost. County shall provide the County Emblem.

**2.1.4.12 COUNTY DEPARTMENT NAME AND EMPLOYEE NAME:**

Contractor shall provide and sew on the patches with the County departments name and name of employee as specified by the County departments. The County prefers no nylon thread.

**2.1.4.13 DUST MOPS AND WET MOPS:**

Quick change dust mop or collapsible dust mop, sizes are 24" and 48", lightly oiled (treated) in order to collect dust. Wet mops shall be anti-microbial, 100% cotton premium; looped end construction prevents fraying, tough enough to handle automotive shop floors

**2.1.4.14 SHOP TOWELS:**

Shop towels made of 100% cotton, pre-bleached, pre-washed, color orange and 18" x 18". The contractor shall provide a shop towel can for the used towels at no cost.

**2.1.4.15 FENDER COVERS:**

Fender covers 50% polyester 50% cotton blend, 36" x 54" color red. The contractor shall provide a container for used fender covers at no cost.

**2.1.4.16 MATS:**

Mats made of high-twist nylon yarn, non-skid nitrile rubber backing. All mats shall meet ADA height guidelines.

2.1.4.16.1 Greeting mats, assorted colors, sizes-3"x 4" and 4"x 6".

2.1.4.16.2 Safety mats, colorful safety messages mats; assorted colors, sizes-3"x4" and 4"x6".

2.1.4.16.3 Anti-fatigue mats:

2.1.4.16.3.1 Cushion Coil- 100% nitrile rubber, raised border, 2.5' x 3' and 3' x 5'

2.1.4.16.3.2 Rebound 100% resili-flex with highly elastic properties, 2'x3' and 3'x5'

**2.1.5 LAUNDRY ITEMS:**

The contractor shall provide: heavy-duty hanger racks for the County departments that don't have lockers for the employees clean uniforms; hampers for each department; heavy-duty return duffel bag for soiled uniforms, damage / repair tags, and a communication log book, at no cost to the County.

**2.1.6 NEW UNIFORMS:**

The contractor shall provide all new uniforms, not previously worn/used, to County employees on the initial set-up. This shall apply to new hires. The contractor shall indicate if there is a one time set-up charge per employee.

**2.1.7 UNIFORM WEAR AND TEAR:**

Uniforms shall be pulled out of inventory when found to be worn out / not presentable such as tears, patches, seam flaws, missing buttons, bad zippers, emblems, as determined by the contractor's quality control area or the wearer of the uniform. Those pulled shall be replaced. The County's 4" emblem shall be sewn on all replacement uniforms at no cost to the County.

**2.1.8 DESIGNATED CONTACTS:**

The County agency shall provide the contractor with the designated contact responsible for all questions and concerns.

**2.1.9 PRESSING AND CLEANING:**

The contractor shall have all uniforms pressed / wrinkle free (not starched). The contractor shall set up the County departments that work under heavy soil environment under the heavy soil wash to ensure the most effective cleaning. Detergent shall be environmentally safe.

**2.1.10 STOP SERVICE CHARGES:**

If an employee is on extended leave and the uniforms are turned in pending return to work date, a credit adjustment shall be made on the invoice / delivery ticket. Upon reordering the uniforms for the employee's return to work, the contractor shall not charge a set-up fee, only if the uniform sizes changed.

**2.1.11 EMPLOYEE SITE TRANSFER:**

The County shall be responsible for notifying the contractor in writing of an employee(s) job location change. The contractor shall schedule his/her uniforms to be delivered at the new location without any delay.

**2.1.12 UNIFORMS DEFICIENCY:**

Deficiencies shall be corrected within 24 hours after notification. Deficiencies will include, but not be limited to, incorrect size, wrong deliveries, and incomplete returns, un-repaired uniforms or dirty uniforms. At no time shall a County employee work without a uniform to perform his/her job. The contractor shall provide loaners until discrepancies are resolved. A quarterly inventory shall be conducted to review the quality of uniforms and actual count for each wearer. The County reserves the right to request all or individual wearer's uniforms to be replaced with new as determined necessary.

**2.1.13 ROUTE CHANGE:**

The contractor shall notify the County department(s) one (1) week prior of any route change.

**2.1.14 COUNTY HOLIDAYS:**

If a County holiday interferes with a delivery schedule, the County agencies and contractor shall make arrangements to deliver the uniforms at a different time or deliver double uniforms on the previous delivery. The Contractor shall be given a County holiday schedule to help forecast any changes.

**2.1.15 DISCONTINUE UNIFORMS:**

The County shall notify the contractor in writing when an employee has resigned. The contractor shall delete the employee name(s) off the invoice and pick up all uniforms assigned to that individual and make appropriate adjustments to our account.

**2.1.16 SET UP COUNTY ACCOUNTS:**

It shall be the responsibility of the contractor to communicate with their service areas, accounts receivable and other areas involved in compliance with the agreement of Maricopa County's contract pricing. The pricing shall be programmed in your financial systems as offered. It will delay payment, if the required information is not provided.

**2.1.17 ADDITIONAL CHARGES/FEES:**

Maricopa County shall not be responsible for miscellaneous charges or fees (i.e., shop supplies, environmental fees, service calls, travel, mileage, etc.) other than those listed in the pricing section of this agreement.

**2.2 DELIVERY:**

Delivery shall be made once a week. Uniforms shall be on hangers covered with plastic. It shall be the contractor's responsibility to meet and coordinate with County department's business hours for



all deliveries. It shall take one (1) week to receive new uniforms after the initial measurement and two (2) weeks for extended sizes.

2.3 STOCK:

The contractor shall be expected to stock locally sufficient quantities as may be necessary to meet County's needs.

2.4 INVOICES AND PAYMENTS:

2.4.1 **The Contractor shall submit to each department two (2) legible copies of their detailed invoice before payment(s) can be made. At a minimum, the invoice must provide the following information:**

- 2.4.1.1 Company name, address and contact
- 2.4.1.2 County bill-to name and contact information
- 2.4.1.3 Contract Serial Number
- 2.4.1.4 County purchase order number
- 2.4.1.5 Invoice number and date
- 2.4.1.6 Payment terms
- 2.4.1.7 Date of service or delivery
- 2.4.1.8 Quantity (number of days or weeks)
- 2.4.1.9 Contract Item number(s)
- 2.4.1.10 Description of Purchase (product or services)
  - 2.4.1.10.1 The wearer's name and the description of the uniforms
  - 2.4.1.10.2 the quantity assigned to the wearer
  - 2.4.1.10.3 actual count delivered
  - 2.4.1.10.4 pending orders
  - 2.4.1.10.5 pending issues
  - 2.4.1.10.6 credits on returns
- 2.4.1.11 Pricing per unit of purchase
- 2.4.1.12 Freight (if applicable)
- 2.4.1.13 Extended price
- 2.4.1.14 Total Amount Due

2.4.2 The route driver shall leave a summary sheet weekly that displays all wearer's activity.

**Problems regarding billing or invoicing shall be directed to the using agency as listed on the Purchase Order. Our fiscal year runs from July 1<sup>st</sup> through June 30<sup>th</sup>, any invoicing discrepancies shall be resolved prior to the current fiscal year end.**

2.4.3 Payment will be made to the Contractor by Accounts Payable through the Maricopa County Vendor Express Payment Program. This is an Electronic Funds Transfer (EFT) process. After Award the Contractor shall fill out an EFT Enrollment form (to be provided by the Procurement Officer) or as located on the County Department of Finance Website as a fillable PDF document ([www.maricopa.gov/finance/](http://www.maricopa.gov/finance/)).

2.4.4 EFT payments to the routing and account numbers designated by the Contractor will include the details on the specific invoices that the payment covers. The Contractor is required to discuss remittance delivery capabilities with their designated financial institution for access to those details.

2.5 TAX:

NO TAX SHALL BE LEVIED AGAINST LABOR. It is the responsibility of the Contractor to determine any and all taxes and include the same in proposal price.

3.0 **SPECIAL TERMS & CONDITIONS:**

3.1 CONTRACT TERM:

This Invitation for Bid is for awarding a firm, fixed price purchasing contract to cover a three (3) year period.

3.2 OPTION TO EXTEND:

The County may, at their option and with the approval of the Contractor, extend the period of this Contract up to a maximum of three (3), one (1) year options, (or at the County's sole discretion, extend the contract on a month to month bases for a maximum of six (6) months after expiration). The Contractor shall be notified in writing by the Materials Management Department of the County's intention to extend the contract period at least thirty (30) calendar days prior to the expiration of the original contract period.

3.3 PRICE ADJUSTMENTS:

Any requests for reasonable price adjustments must be submitted sixty (60) days prior to the Contract expiration date. Requests for adjustment in cost of labor and/or materials must be supported by appropriate documentation. If County agrees to the adjusted price terms, County shall issue written approval of the change. The reasonableness of the request will be determined by comparing the request with the (Consumer Price Index) or by performing a market survey.

3.4 INDEMNIFICATION:

3.4.1 INDEMNIFICATION

To the fullest extent permitted by law, Contractor shall defend, indemnify, and hold harmless County, its agents, representatives, officers, directors, officials, and employees from and against all claims, damages, losses and expenses, including, but not limited to, attorney fees, court costs, expert witness fees, and the cost of appellate proceedings, relating to, arising out of, or alleged to have resulted from the negligent acts, errors, omissions or mistakes relating to the performance of this Contract. Contractor's duty to defend, indemnify and hold harmless County, its agents, representatives, officers, directors, officials, and employees shall arise in connection with any claim, damage, loss or expense that is attributable to bodily injury, sickness, disease, death, or injury to, impairment, or destruction of property, including loss of use resulting there from, caused by any negligent acts, errors, omissions or mistakes in the performance of this Contract including any person for whose acts, errors, omissions or mistakes Contractor may be legally liable.

The amount and type of insurance coverage requirements set forth herein will in no way be construed as limiting the scope of the indemnity in this paragraph.

The scope of this indemnification does not extend to the sole negligence of County.

3.5 PROCUREMENT CARD ORDERING CAPABILITY:

It is the intent of Maricopa County to utilize a procurement card that may be used by the County from time to time, to place and make payment for orders under the Contract. Respondents without this capability may be considered non-responsive and not eligible for award consideration.

3.6 INTERNET ORDERING CAPABILITY:

It is the intent of Maricopa County to utilize the Internet to place orders under this Contract. Respondents without this capability may be considered non-responsive and not eligible for award consideration.

3.7 NO GUARANTEED QUANTITIES.

The Respondent understands and hereby acknowledges that the County makes no representations nor guarantees the Respondent any minimum or maximum number of units of service to be provided under this Contract

3.8 ORDERING AUTHORITY.

3.8.1 Respondents should understand that any request for purchase of materials or services shall be accompanied by a valid purchase order, issued by Materials Management, or by a Certified Agency Procurement Aid (CAPA).

3.8.2 Maricopa County departments, cities, other counties, schools and special districts, universities, nonprofit educational and public health institutions may also purchase from under this Contract at their discretion and/or other state and local agencies (Customers) may procure the products under this Contract by the issuance of a purchase order to the Respondent. Purchase orders must cite the Contract number.

3.8.3 Contract award is in accordance with the Maricopa County Procurement Code. All requirements for the competitive award of this Contract have been met. A purchase order for the products is the only document necessary for Customers to purchase and for the Respondent to proceed with delivery of materials available under this Contract.

3.8.4 Any attempt to represent any product not specifically awarded under this Contract is a violation of the Contract. Any such action is subject to the legal and contractual remedies available to the County, inclusive of, but not limited to, Contract cancellation, suspension and/or debarment of the Respondent.

3.9 INQUIRIES AND NOTICES:

All inquiries concerning information herein shall be addressed to:

MARICOPA COUNTY  
DEPARTMENT OF MATERIALS MANAGEMENT  
ATTN: CONTRACT ADMINISTRATION  
320 W. LINCOLN ST.  
PHOENIX, AZ 85003

Administrative telephone inquiries shall be addressed to:

ANDREA STUPKA, PROCUREMENT OFFICER, 602-506-3504  
([astupka@mail.maricopa.gov](mailto:astupka@mail.maricopa.gov))

Inquiries may be submitted by telephone but must be followed up in writing. **NO ORAL COMMUNICATION IS BINDING ON MARICOPA COUNTY.**

3.10 EVALUATION CRITERIA.

3.10.1 The evaluation of Bids will be based on, but will not be limited to, the following:

3.10.1.1 Compliance with specifications.

3.10.1.2 Price.

3.10.1.3 Determination of Responsibility.

3.10.2 The County reserves the right to award in whole or in part, by item or group of items, by section or geographic area, or make multiple awards, where such action serves the County's best interest.

3.11 SUBMISSION PRICE CLARITY.

For reasons of clarity all submissions of pricing (Attachment A) shall be priced in the same unit (size, volume, quantity, weight, etc.) as the bid specifications request. Submissions (bids) failing to comply with this requirement may be declared non-responsive.

3.12 INSTRUCTIONS FOR PREPARING AND SUBMITTING BIDS.

**Respondents shall provide one (1) original hardcopy (labeled), and one (1) electronic copy of pricing in Excel format, on CD.** Respondents are to identify their responses with the bid serial number, title and return address to Maricopa County, Department of Materials Management, 320 West Lincoln, Phoenix, Arizona 85003. **The owner, corporate official or partner who has been authorized to make such commitments must sign bids.**

3.13 RESPONDENT REVIEW OF DOCUMENTS.

The Respondent must review its Bid submission to assure the following requirements are met.

3.13.1 **Mandatory:** One (1) original hardcopy (labeled) and one (1) electronic copy of pricing in Excel format on a CD;

3.13.2 **Mandatory:** Attachment "A", Pricing;

3.13.3 **Mandatory:** Attachment "B", Agreement; and

3.13.4 **Mandatory:** Attachment "C", References.

3.14 POST AWARD MEETING:

The successful Respondent(s) may be required to attend a post-award meeting with the Using Agency to discuss the terms and conditions of the Contract. This meeting will be coordinated by the Procurement Officer of the Contract.

**NOTE: RESPONDENTS ARE REQUIRED TO USE ATTACHED FORMS TO SUBMIT THEIR PROPOSALS.**

**ATTACHMENT A  
PRICING**

SERIAL 06101-S

PRICING SHEET: S072105 / B0602276

NIGP CODES: 98386 & 98377

BIDDER NAME:

VENDOR # :

BIDDER ADDRESS:

P.O. ADDRESS:

BIDDER PHONE #:

BIDDER FAX #:

COMPANY WEB SITE:

COMPANY CONTACT (REP):

E-MAIL ADDRESS (REP):

WILLING TO ACCEPT FUTURE SOLICITATIONS VIA EMAIL: \_\_\_\_ YES \_\_\_\_ NO

ACCEPT PROCUREMENT CARD: \_\_\_\_ YES \_\_\_\_ NO

REBATE (CASH OR CREDIT) FOR UTILIZING PROCUREMENT CARD: \_\_\_\_ YES \_\_\_\_ NO \_\_\_\_ % REBATE

(Payment shall be made within 48 hrs utilizing the Purchasing Card)

INTERNET ORDERING CAPABILITY: \_\_\_\_ YES \_\_\_\_ NO \_\_\_\_ % DISCOUNT

OTHER GOV'T. AGENCIES MAY USE THIS CONTRACT: \_\_\_\_ YES \_\_\_\_ NO

PAYMENT TERMS: BIDDER IS REQUIRED TO PICK ONE OF THE FOLLOWING.

TERMS WILL BE CONSIDERED IN DETERMINING LOW BID.

FAILURE TO CHOOSE A TERM WILL RESULT IN A DEFAULT TO NET 30.

BIDDER MUST INITIAL THE SELECTION BELOW.

NET 10

NET 15

NET 20

NET 30

NET 45

NET 60

NET 90

2% 10 DAYS NET 30

1% 10 DAYS NET 30

2% 30 DAYS NET 31

1% 30 DAYS NET 31

5% 30 DAYS NET 31

INDICATE PERCENTAGE OF M/WBE PARTICIPATION IF ANY HERE: \_\_\_\_\_%

**ATTACHMENT A  
PRICING**

**PLEASE INDICATE HOW YOU HEARD ABOUT THIS SOLICITATION:**

- ☐ NEWSPAPER ADVERTISEMENT
- ☐ MARICOPA COUNTY WEB SITE
- ☐ POSTAL MAIL PRE-SOLICITATION NOTICE
- ☐ E-MAIL PRE-SOLOCITATION NOTICE
- ☐ OTHER (PLEASE SPECIFY)

ALL PRICING SHALL BE SUBMITTED ON THE SAME CD AS THE BID AND FORMATTED IN EXCEL '2003. BIDS WILL NOT BE ACCEPTED WITHOUT THE ACCOMPANYING CD IN YOUR SUBMITTAL. ANY RESPONSE NOT CONTAINING THE REQUIRED CD MAY BE CONSIDERED NON-RESPONSIVE AND NOT CONSIDERED FOR EVALUATION OR CONTRACT AWARD.

## ATTACHMENT A PRICING

### 1.0 PRICING:

ITEM DESCRIPTION	PRODUCT NUMBER	AVAILABLE COLORS	UNIT PRICE	WEEKLY COST
1.1 Industrial Shirt				
1.1.1 100% mens			\$ each day-men	\$
			\$ each day-women	\$
1.1.2 65% Cotton 35% Polyester - mens			\$ each day-men	\$
			\$ each day-women	\$
1.2 Flame Resistant Shirt 100% Cotton			\$ each day-men	\$
			\$ each day-women	\$
1.3 Executive Shirts				
1.3.1 60% Cotton 40% Polyester			\$ each day-men	\$
			\$ each day-women	\$
1.4 Polo-Shirts				
1.4.1 50% Polyester 50% Cotton Pique			\$ each day-men	\$
			\$ each day-women	\$
1.4.2 60% Cotton 40% Poly Pique			\$ each day-men	\$
			\$ each day-women	\$
1.5 T-Shirts, Heavy-Duty Preshrunk, 100% Cotton			\$ each day-men	\$
			\$ each day-women	\$
1.6 Industrial Pants				
1.6.1 Wrinkle Resistant Preshrunk 100% Cotton			\$ each day-men	\$
			\$ each day-women	\$
1.6.2 65% Polyester 35% Cotton Twill			\$ each day-men	\$
			\$ each day-women	\$

# ATTACHMENT A PRICING

## 1.7 Executive Pants

1.7.1 100% Texturized Polyester

_____	_____	\$ _____	each day-men	\$ _____
_____		\$ _____	each day-women	\$ _____

## 1.8 Shorts

1.8.1 65% Polyester 35% Cotton Twill

_____	_____	\$ _____	each day-men	\$ _____
_____		\$ _____	each day-women	\$ _____

## 1.9 Coveralls

1.9.1 65% Polyester 35% Cotton

_____	_____	\$ _____	each day-men	\$ _____
_____		\$ _____	each day-women	\$ _____

1.9.2 65% Polyester 35% Cotton Twill

_____	_____	\$ _____	each day-men	\$ _____
_____		\$ _____	each day-women	\$ _____

## 1.10 Jackets / Vest Liners

1.10.1 Jackets 65% Polyester 35% Cotton Twill

_____	_____	\$ _____	each day-men	\$ _____
_____		\$ _____	each day-women	\$ _____

1.10.2 Vest Liners 65% Polyester 35% Cotton Twill

_____	_____	\$ _____	each day-men	\$ _____
_____		\$ _____	each day-women	\$ _____

## 1.11 Dust Mops / Wet Mops

1.11.1 Dust mop 24"

_____	_____	\$ _____	each	\$ _____
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1.11.2 Dust mop 48"

_____	_____	\$ _____	each	\$ _____
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1.11.3 Wet mops 100% Cotton

_____	_____	\$ _____	each	\$ _____
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1.12 Shop Towels, 100% Cotton 18" x 18" orange

_____	_____	\$ _____	each	\$ _____
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1.13 Fender Covers 50% Polyester 50% Cotton Blend 36" x 54"

_____	_____	\$ _____	each	\$ _____
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## 1.14 Mats

1.14.1 Greeting Mat 3" x 4"

_____	_____	\$ _____	each	\$ _____
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1.14.2 Greeting Mat 4" x 6"

_____	_____	\$ _____	each	\$ _____
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ATTACHMENT A  
PRICING

1.14.3 Safety Mats 3" x 4"	<div></div>	<div>\$</div> <div></div> each	<div>\$</div> <div></div>
1.14.4 Safety Mats 4" x 6"	<div></div>	<div>\$</div> <div></div> each	<div>\$</div> <div></div>
1.14.5 Anti-fatigue cushion coil 2.5' x 3'	<div></div>	<div>\$</div> <div></div> each	<div>\$</div> <div></div>
1.14.6 Anti-fatigue cushion coil 3' x 5'	<div></div>	<div>\$</div> <div></div> each	<div>\$</div> <div></div>
1.14.7 Rebound 2' x 3'	<div></div>	<div>\$</div> <div></div> each	<div>\$</div> <div></div>
1.14.8 Rebound 3' x 5'	<div></div>	<div>\$</div> <div></div> each	<div>\$</div> <div></div>
1.15 Prep Charge - one time charge		<div>\$</div> <div></div> each	<div>\$</div> <div></div>
1.15.1 Define prep charge	<div></div> <div></div>		
1.16 Lost or Damage Cost			
1.16.1 Shirt	<div></div>	<div>\$</div> <div></div> each	<div>\$</div> <div></div>
1.16.2 T-Shirt	<div></div>	<div>\$</div> <div></div> each	<div>\$</div> <div></div>
1.16.3 Pants	<div></div>	<div>\$</div> <div></div> each	<div>\$</div> <div></div>
1.16.4 Jacket	<div></div>	<div>\$</div> <div></div> each	<div>\$</div> <div></div>
1.16.5 Vest	<div></div>	<div>\$</div> <div></div> each	<div>\$</div> <div></div>
1.16.6 Coveralls	<div></div>	<div>\$</div> <div></div> each	<div>\$</div> <div></div>
1.17 Explain Season Program for:			
1.17.1 Jackets	<div></div> <div></div>		
1.17.2 Vest	<div></div> <div></div>		
1.17.3 T-Shirt	<div></div> <div></div>		
1.18 Explain Shop Towel Program	<div></div> <div></div>		

ATTACHMENT B

**AGREEMENT**

Respondent hereby certifies that respondent has read, understands and agrees that acceptance by Maricopa County of the Respondent's Bid will create a binding Contract. Respondent agrees to fully comply with all terms and conditions as set forth in the Maricopa County Procurement Code, and amendments thereto, together with the specifications and other documentary forms herewith made a part of this specific procurement

**BY SIGNING THIS PAGE THE SUBMITTING RESPONDENT CERTIFIES THAT RESPONDENT HAS REVIEWED THE ADMINISTRATIVE INFORMATION AND DRAFT IFB CONTRACT'S TERMS AND CONDITIONS LOCATED AT <http://www.maricopa.gov/materials>. AND AGREE TO BE CONTRACTUALLY BOUND TO THEM.**

MINORITY/ WOMEN-OWNED SMALL BUSINESSES (check appropriate item):

\_\_\_\_\_ Disadvantaged Business Enterprise (DBE)  
 \_\_\_\_\_ Women-Owned Business Enterprise (WBE)  
 \_\_\_\_\_ Minority Business Enterprise (MBE)  
 \_\_\_\_\_ Small Business Enterprise (SBE)

\_\_\_\_\_  
 RESPONDENT SUBMITTING PROPOSAL

\_\_\_\_\_  
 FEDERAL TAX ID NUMBER

\_\_\_\_\_  
 PRINTED NAME AND TITLE

\_\_\_\_\_  
 AUTHORIZED SIGNATURE

\_\_\_\_\_  
 ADDRESS

\_\_\_\_\_  
 TELEPHONE

\_\_\_\_\_  
 FAX #

\_\_\_\_\_  
 CITY STATE ZIP

\_\_\_\_\_  
 DATE

\_\_\_\_\_  
 WEB SITE:

\_\_\_\_\_  
 EMAIL ADDRESS:

MARICOPA COUNTY, ARIZONA

BY: \_\_\_\_\_  
 DIRECTOR, MATERIALS MANAGEMENT

\_\_\_\_\_  
 DATE

BY: \_\_\_\_\_  
 CHAIRMAN, BOARD OF SUPERVISORS

\_\_\_\_\_  
 DATE

ATTESTED:

\_\_\_\_\_  
 CLERK OF THE BOARD

\_\_\_\_\_  
 DATE

APPROVED AS TO FORM:

\_\_\_\_\_  
 DEPUTY MARICOPA COUNTY ATTORNEY

\_\_\_\_\_  
 DATE

ATTACHMENT C

**CONTRACTOR REFERENCES**

RESPONDENT SUBMITTING BID: \_\_\_\_\_

1. COMPANY NAME: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_  
CONTACT PERSON: \_\_\_\_\_  
TELEPHONE: \_\_\_\_\_ E-MAIL ADDRESS: \_\_\_\_\_
2. COMPANY NAME: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_  
CONTACT PERSON: \_\_\_\_\_  
TELEPHONE: \_\_\_\_\_ E-MAIL ADDRESS: \_\_\_\_\_
3. COMPANY NAME: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_  
CONTACT PERSON: \_\_\_\_\_  
TELEPHONE: \_\_\_\_\_ E-MAIL ADDRESS: \_\_\_\_\_
4. COMPANY NAME: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_  
CONTACT PERSON: \_\_\_\_\_  
TELEPHONE: \_\_\_\_\_ E-MAIL ADDRESS: \_\_\_\_\_
5. COMPANY NAME: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_  
CONTACT PERSON: \_\_\_\_\_  
TELEPHONE: \_\_\_\_\_ E-MAIL ADDRESS: \_\_\_\_\_

## EXHIBIT 1 VENDOR REGISTRATION PROCEDURES

**On-line Vendor Registration at Maricopa County is available NOW!**

**On November 22, 2004, Maricopa County changed its vendor registration process.** Paper forms will no longer be accepted. Vendor registrations will only be accepted through the active website. Register at <http://www.maricopa.gov/Materials/>

The new process will give you full control over your organizational information. Please be advised however that you are now directly responsible for the presence and accuracy of your company's information.

**Vendors currently registered in our system who have changes to their information or have not registered online must establish a new account via the above web site link. Materials Management will no longer post changes to existing vendor records.**

**Procurement vendors:** Be sure to select those commodity codes that best represent the commodities and or services provided by your organization. Non-procurement registrants may ignore the commodity portion.

Registration is **FREE**. You may use any computer with web access for registration, record updating and maintenance.

If you have any questions, email us at [VendorReg@mail.maricopa.gov](mailto:VendorReg@mail.maricopa.gov).